

Workforce Development Committee

Friday, June 4, 2004

10am – 3pm

Wyndham Hotel, SeaTac, WA

18118 Pacific Highway South

Phone: (206) 244-6666, Fax: (206) 248-6065

<http://www.wyndham.com/hotels/SEAST/main.wnt>

Co-Chairs: Sue Grinnell, Cowlitz Co.; Jack Thompson, UW.

Members: Joan Brewster, DOH; Charlene Crow-Shambach, Snohomish; Kathy Deuel, DOH; Dorothy Gist, DOH; Nancy Goodloe, Kittitas; Maryanne Guichard, DOH; Vic Harris, Tacoma-Pierce; Keith Higman, Island; Vicki Kirkpatrick, WSALPHO; Dennis Klukan, Yakima; David Koch, DIS; Debbie Lee, DOH; Marianne Patton, Chelan-Douglas; Marianne Seifert, SBOH; Margaret Shield, UW; SBOH Corinne Story, Skagit; Patty Swanson, Thurston; Pam Walker, Clark. (Strikeout = absent from the meeting)

Guest: Carol Oliver, Consultant

Staff: Marie Flake, DOH; Wendy Holden, DOH; Janice Taylor, DOH.

Time	Topic	Presenter/ Facilitator	Description	Materials
10:00	Welcome & Introductions	Jack & Sue		<ul style="list-style-type: none"> Notes from April Meeting
10:10	Project Updates	Sue Janice Jack	<p>LMS (15 min)</p> <ul style="list-style-type: none"> Review criteria being used Observations from the demos Introduce Wendy Next steps <p>Enumeration (15 min)</p> <ul style="list-style-type: none"> Announce winner Items on hold until Janice returns <p>Training Plan (15 min)</p> <ul style="list-style-type: none"> Input from PHELF Report on subcommittee work <p>UW Projects (15 min)</p>	<ul style="list-style-type: none"> LMS Features Matrix Vendor Demo Scorecard Sub-committee Roster Everybody Counts Report Priority Topics Sample Strategies Sub-committee Roster
11:15	Recommendation Development	Marie	<p>Right categories?</p> <p>Brainstorm specific ideas for each category</p> <p>Group and find tune ideas</p>	<ul style="list-style-type: none"> Recommendation Development
12:00	LUNCH			

Time	Topic	Presenter/ Facilitator	Description	Materials
1:00	Recommendation Development, Continued	Marie		
1:30	Orientations	Sue Janice Carol	The Big View Current Orientation Work <ul style="list-style-type: none"> • Integration were possible • Links to PHIP Comps & Administrative Capacities • Enrich the existing material and make available on the web 	<ul style="list-style-type: none"> • www.doh.wa.gov/pho • Orientations – The Big View • PHO – Update • PHO – Links • PHO – Crosswalk
2:30	Wrap-up: Next Steps, Future Agenda Items	Jack & Sue		
3:00	ADJOURN			

WFD Communication Tools: <http://www.doh.wa.gov/phip/WorkforceDevelopment/default.htm>
 2004 Meeting Dates: June 4; August 25; November 4
Routine Meeting Place: Wyndham Hotel, 18118 Pacific Highway South, SeaTac, WA